

MINUTES
Kentucky Community and Technical College System
Board of Regents
April 30, 1999

Board Members Present:

Martha Johnson, Chair
Michael S. Hoseus, Vice Chair
Cynthia L. Read, Secretary
Trish Bailey
Richard A. Bean
Cindy Fiorella
Dr. Jack Hanel
Gladys Hoskins
Bobby McCool
Mark Powell
Anita Williams

Staff Present:

Dr. Michael B. McCall, President
Bryan Armstrong
Dr. Keith W. Bird Jr.
Tim Burcham
Sandy Gubser
Beverly Haverstock
Beth Hilliard
Dr. Anthony Newberry
Patsy Stice

Board Members Absent:

John R. Banks Jr.
Lorna Littrell

The Kentucky Community and Technical College System (KCTCS) Board of Regents convened in a regular session on April 30, 1999, at 10:15 a.m. (EDT) at Hazard Community College in Hazard. Chair Johnson presided at the meeting. The press was notified on April 23.

Chair Johnson welcomed and introduced Trish Bailey, a new Board member representing the Technical College Branch. Ms. Bailey is a student at Somerset Technical College where she is majoring in the Medical Administrative Assistant program. She is President of Phi Beta Lambda and President of the Student Council. She recently placed second in machine transcription competition at the state Phi Beta Lambda conference, and she will compete in the national event in Chicago in July.

***APPROVAL OF
MINUTES***

MOTION: Mr. Bean moved that the minutes of the February 12, 1999, meeting be approved, with one correction—the first paragraph on page 17 should state “9,000 tables” instead of 90,000. Mr. Hoseus seconded the motion.

VOTE: The motion passed unanimously.

***ADDITIONS TO
THE AGENDA***

By unanimous consent, the following items were added to the agenda: additional list of diploma graduates from Hazard Technical College; consolidation of services at the colleges; designation of depository

banks; and delegation of authority to officers to perform financial transactions.

*COLLEGE
PRESENTATION*

Chair Johnson introduced Edward Hughes, President of Hazard Community College, and Connie Johnson, Director of Hazard Technical College. Dr. Hughes and Mr. Johnson provided an update on efforts to develop a seamless system of postsecondary education for the nine-county Kentucky River Region served by their colleges. Faculty, staff, administrators, and local boards are involved in developing long-range plans and services for the two colleges that annually serve about 6,000 credit students and 12,000 non-credit students. Transition teams comprised of faculty and staff are working on a workforce and training partnership, remedial education, adult education, allied health programs, business and office programs, and student retention. These activities promote collaboration, cooperation, and joint programs and services.

Dr. Hughes introduced Margaret Everage, a student at Hazard Community College majoring in Human Services. Ms. Everage gave an inspirational testimony about the ways the college faculty and staff encourage, inspire, and support her academically and personally as she prepares for a new career. She will graduate from the college after one more semester, and she already has a job that will enable her to be a productive citizen.

*EXECUTIVE
COMMITTEE*

Mr. Hoseus presented the Committee's report.

*Policy on Naming
of Buildings &
Facilities for
Private Donors*

RECOMMENDATION: That the Board adopt the Policy on Naming of Buildings and Facilities for Private Donors.

MOTION: On behalf of the Executive Committee, Mr. Hoseus moved that the Board approve the recommendation. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

*Naming
Complex at SCC*

RECOMMENDATION: That the Board approve the naming of the Academic Support/Technical Education Complex now under development on the Somerset Community College campus the Alton E. Blakley, Sr. Academic Support/Technical Education Complex.

MOTION: On behalf of the Executive Committee, Mr. Hoseus moved that the Board approve the recommendation. Ms. Bailey seconded the motion.

Tim Burcham explained that a donor's contribution to the Partners in Progress Campaign represents approximately 25 percent of the projected campaign goal and is consistent with guidelines for the naming of buildings for private donors.

VOTE: The motion passed unanimously.

*Naming of Science
& Technology
Building at MCC*

RECOMMENDATION: That the Board approve the naming of the Science & Technology Building now under development at Madisonville Community College the Joe C. Davis Science & Technology Building.

MOTION: On behalf of the Executive Committee, Mr. Hoseus moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

Tim Burcham said that the Joe C. Davis Foundation of Nashville stepped forward with a \$1 million contribution and the naming of the facility is consistent with guidelines for the naming of buildings for private donors.

VOTE: The motion passed unanimously.

*Policy on Naming
of Privately
Funded Positions*

RECOMMENDATION: That the Board adopt the Policy on Naming of Privately Funded Academic Positions.

MOTION: On behalf of the Executive Committee, Mr. Hoseus moved that the Board approve the recommendation. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously.

*Policy for the
Affiliation of
Foundations*

The Executive Committee reviewed the proposed policy that specifies requirements for foundations that wish to be affiliated with KCTCS or any of its institutions. Board members were encouraged to review the proposed policy prior to the June meeting when action will be taken.

SACS Update

The response to the Southern Association of Colleges and Schools (SACS) Substantive Change Committee Report is being completed. The report is due to SACS on May 2.

Proposed Policies

RECOMMENDATION: That the Board adopt the following policies: Internal Governance Structure of the Community Colleges and Technical Colleges; Administrative Structure of KCTCS; and Communications and Appeals.

MOTION: On behalf of the Executive Committee, Mr. Hoseus moved that the Board approve the recommendation. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

*Consolidation of
Colleges in
Bowling Green*

Agenda item was deferred to allow for more input from the community.

*Consolidation of
Services*

Several of the colleges located in the same communities continue to get questions from community leaders regarding the consolidation of services at the colleges in order to increase effectiveness and efficiency. The System is looking to the Board for guidance and direction. The Executive Committee asked the General Counsel, Beverly Haverstock, to review the statute. Ms. Haverstock shared two key points with the Committee. First, the law clearly calls for collaboration and avoidance of duplication. Second, the System as designed by the General Assembly is comprised of two separate branches.

The Executive Committee requested that the Board discuss the community-driven effort to consolidate services at some of the colleges. A summary of the comments from Board members is listed below:

- Mr. Bean—Our statewide System is also a “community System,” and no one knows better whether or not collaboration will work than the people in the community. Our policy should be one that welcomes collaboration without enforcing it.
- Dr. Hanel—The Academic and Workforce Program Collaboration Taskforce comprised of faculty and staff came up with some wonderful ideas on how to work together. Faculty and staff should be included and should have a voice in any efforts to consolidate services.
- Ms. Fiorella—Business and industries, social agencies, and other community based groups should be brought together to look at ways the colleges can collaborate and consolidate services.
- Ms. Read—Performance measures should be developed to assess the results of these efforts.
- Ms. Johnson—Communities that want to consolidate services and offerings should figure out exactly what they want to do and how they want to accomplish it and present a plan to the Board. Performance measures would be an important part of such a plan.

Chair Johnson asked Bryan Armstrong to draft a resolution pertaining to the consolidation of services for the Board’s consideration at the end of the meeting.

*ACADEMIC
AFFAIRS
COMMITTEE*

Dr. Hanel presented the Committee’s report.

*Program Approval
Policy*

RECOMMENDATION: That the Board adopt the Policy on Program Approval.

At its April meeting, the Council on Postsecondary Education (CPE) delegated to the Board of Regents program approval authority. The only programs that the Board must submit to CPE for approval are those that would result in a college offering a new credential. This is an exciting time for the technical and community colleges and the System. Program approval

authority streamlines the process and enables the colleges to increase their responsiveness to the needs of students and employers. The proposed policy offers guidance and direction to the colleges for submitting new program proposals to the Board.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board adopt the policy. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously.

*AAS Degree
Programs*

RECOMMENDATION: That the Board approve the following Associate in Applied Science (AAS) degree programs:

- AAS in Medical Assistant – Henderson Community College
- AAS in Human Services, Elizabethtown Community College
- AAS in Law Enforcement, Southeast Community College
- AAS in Network and Information Systems Technology, Southeast Community College
- AAS in Apprenticeship Studies, Jefferson Community College
- AAS in Early Childhood Education, Madisonville Community College
- AAS in Health Physics, Paducah Community College

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

VOTE: The motion passed unanimously.

Dr. Hanel explained that the Associate in Applied Technology (AAT) degree program proposals would be presented individually as they represent new credentials for the colleges, and the proposals must be approved by CPE.

*AAT in Industrial
Maintenance
Technology—ETC*

RECOMMENDATION: That the Board approve submission of the AAT degree program in Industrial Maintenance Technology for Elizabethtown Technical College to CPE.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Ms. Hoskins seconded the motion.

VOTE: The motion passed unanimously.

*AAT in
Radiography
ETC*

RECOMMENDATION: That the Board approve submission of the AAT degree program in Radiography for Elizabethtown Technical College to CPE.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously.

*AAT in Medical
Office Technology
ETC*

RECOMMENDATION: That the Board approve submission of the AAT degree program in Medical Office Technology for Elizabethtown Technical College to CPE.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Ms. Hoskins seconded the motion.

VOTE: The motion passed unanimously.

*AAT in Industrial
Maintenance
Technology--WKTC*

RECOMMENDATION: That the Board approve submission of the AAT degree program in Industrial Maintenance Technology for West Kentucky Technical College to CPE.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously.

*AAT in Industrial
Maintenance
Technology--CKTC*

RECOMMENDATION: That the Board approve submission of the AAT degree program in Industrial Maintenance Technology for Central Kentucky Technical College to CPE.

Dr. Hanel explained that as Committee members reviewed the proposals, one of the many criteria they assessed was consistency in the curriculum. For example, all associate degree programs in Industrial Maintenance Technology should use the same core curriculum (foundation courses) regardless of the college offering the program. Customization to meet the needs of industries in the various geographical areas of Kentucky can be accomplished through program options. Dr. Hanel said that a revision was made in the core of option B of Central Kentucky Technical College's Industrial Maintenance Technology proposal to bring it in line with the other two Industrial Maintenance Technology proposals. With the change, MA 109 College Algebra or a higher-level mathematics course, ENG 101 Writing, and COM 181 Basic Public Speaking will be required in the core of option B of Central Kentucky Technical College's proposal.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the submission of the revised AAT degree program in Industrial Maintenance Technology for Central Kentucky Technical College to CPE. Mr. McCool seconded the motion.

VOTE: The motion passed unanimously.

*Diploma in
Industrial*

RECOMMENDATION: That the Board approve a diploma program in Industrial Maintenance Technology for Rowan Technical College.

Maintenance--RTC

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation. Mr. Powell seconded the motion.

The diploma program does not represent a new credential for Rowan Technical College and thus does not have to be approved by CPE.

VOTE: The motion passed unanimously.

Academic Policies

RECOMMENDATION: That the Board adopt the following academic policies: transfer of credit; faculty employment; definition of faculty, faculty rank, and faculty titles; tenure policy and procedures; separation; and review of educational units.

Dr. Hanel pointed out that the Academic Committee suggested a change in the policy 2.1, Kentucky Community and Technical College System Definition of Faculty, Faculty Rank, and Faculty Titles. The first sentence of that policy as revised would read “The faculty is comprised of all employees holding faculty rank with tenure or tenure-eligible status, as well as faculty employed on a contract basis.” He added that faculty may be employed on a contract basis to accommodate new programs offered for a short time.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendation, including the revision of policy 2.1. Ms. Fiorella seconded the motion.

VOTE: The motion passed unanimously.

*Candidates for
Diplomas*

RECOMMENDATION: That the Board approve the technical colleges’ candidates for diplomas, with the diplomas to be awarded to the candidates upon certification that the requirements for those diplomas have been satisfactorily completed.

Dr. Hanel distributed a revised list of candidates for Cumberland Valley Technical College to replace the College’s list in the Agenda Book.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the list of candidates for diplomas as revised. Mr. McCool seconded the motion.

VOTE: The motion passed unanimously.

MOTION: Dr. Hanel moved that the Board approve the additional list of diploma graduates for Hazard Technical College. Ms. Bailey seconded the motion.

Dr. Hanel explained that Hazard Technical College’s list was submitted to him after the Academic Committee meeting.

VOTE: The motion passed unanimously.

Candidates for Degrees

RECOMMENDATION: That the Board approve the awarding of associate degrees to the community college candidates that have met all the requirements for the associate degree programs approved by the KCTCS Board of Regents, with the degrees to be awarded to the candidates by KCTCS upon certification that the requirements for those degrees have been satisfactorily completed.

RECOMMENDATION: That the Board approve the awarding of associate degrees to the community college candidates that have met all the requirements for the associate degree programs approved by the UK Board of Trustees, with the degrees to be awarded to the candidates by the University of Kentucky upon certification that the requirements for those degrees have been satisfactorily completed.

MOTION: On behalf of the Academic Committee, Dr. Hanel moved that the Board approve the recommendations. Mr. Hoseus seconded the motion.

Chair Johnson pointed out that the list includes the first candidates to receive KCTCS degrees. Mr. Hoseus commended Board member Anita Williams for being a candidate for an associate in arts degree.

EEA COMMITTEE

Ms. Read presented the Committee report.

Mission Statements

RECOMMENDATION: That the Board adopt the mission statement for KCTCS and the 13 community college mission statements.

Ms. Read said that one of the SACS recommendations was that KCTCS develop a process for the Board to review and approve periodically the mission statements of the community colleges, and that the Board adopted a Mission Approval Policy at its meeting in February. Also, she said that Dr. Newberry had informed the members of the EEA Committee that the community college mission statements in the Agenda Book are a part of a larger document that each community college has.

MOTION: On behalf of the EEA Committee, Ms. Read moved that the Board approve the recommendation. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

1999 Degree Program Eligibility

Ms. Read referenced page 257 in the Agenda Book which shows the eligibility status of the community colleges as determined by their success in meeting their equal opportunity goals. Nine of the 13 colleges are eligible to submit new program proposals either automatically or through a quantitative waiver or a qualitative waiver. Board approval is required for a college to exercise a quantitative waiver, but CPE approval is not required.

Qualitative waiver requests must be approved by the Board and then submitted to CPE for approval.

*Quantitative
Waiver for PCC*

RECOMMENDATION: That the Board authorize Paducah Community College to exercise a quantitative waiver of a restriction on new degree program proposals.

MOTION: On behalf of the EEA Committee, Ms. Read moved that the recommendation be approved. Ms. Fiorella seconded the motion.

Ms. Read said that Dr. O'Hara, President of Paducah Community College, and Mr. Reese, Coordinator of Minority Affairs at Paducah Community College, explained to the Committee the progress that the college is making on three of the four objectives. Mr. Hoseus pointed out to the Board that the eligibility status for 1999 as determined by CPE is based on data for 1997, and that the college had made progress on the objectives since 1997.

VOTE: The motion passed unanimously.

*Qualitative
Waiver for SCC*

RECOMMENDATION: That the Board of Regents approve the submission of a qualitative waiver request for Somerset Community College to CPE.

Ms. Read said that Somerset Community College is making progress in three of the four categories.

MOTION: On behalf of the EEA Committee, Ms. Read moved that the recommendation be approved. Ms. Bailey seconded the motion.

VOTE: The motion passed unanimously.

*Quantitative
Waiver for MCC*

RECOMMENDATION: That the Board authorize Madisonville Community College to exercise a quantitative waiver of a restriction on new degree program proposals.

Ms. Read reported that Dr. Rhoads, President of Madisonville Community College, shared with the Committee the progress the College has made on three of the four objectives.

MOTION: On behalf of the EEA Committee, Ms. Read moved that the recommendation be approved. Ms. Hoskins seconded the motion.

VOTE: The motion passed unanimously.

*Quantitative
Waiver for MCC*

RECOMMENDATION: That the Board authorize Maysville Community College to exercise a quantitative waiver of a restriction on new degree program proposals.

Ms. Read reported that Dr. Kuss, President of Maysville Community College, shared concerns and plans with the Committee. The College meets two of its four equal opportunity objectives. It does not meet the employment of African Americans in executive and managerial positions objective or the employment of African Americans as other professionals objective. The search for the College's dean of academic affairs position has been extended, and Dr. Fakhrid-Deen is working with the College on getting additional African American candidates. The waiver is important as the College needs to implement a law enforcement program, a childcare program, and a sports management program for place bound adults who want to improve their career options.

MOTION: On behalf of the EEA Committee, Ms. Read moved that the recommendation be approved. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

Ms. Read commended Dr. Fakhrid-Deen in the central office for assisting the colleges with their efforts to meet their objectives. The Committee asked Dr. Bird to make a short report at its next meeting on the best practices used by the colleges for recruiting African American students. Also, Committee members are ready to address other performance measures for the System.

FINANCE COMMITTEE

Mr. Bean presented the Committee's report.

Personnel Actions

RECOMMENDATION: That the Board approve the personnel actions as delineated on pages 341-348 in the Agenda Book.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that the Board approve the personnel actions as listed, omitting Dr. Bird's name on page 341 as his employment was approved at the February meeting. Ms. Hoskins seconded the motion.

VOTE: The motion passed unanimously.

1999-2000 Budget Development Guidelines

RECOMMENDATION: That the Board approve the *1999-2000 Budget Development Guidelines*.

The *Guidelines* are composed of two parts--*General Operating Guidelines* and *Employee Compensation Guidelines*.

General Operating Guidelines

The *General Operating Guidelines* include for the first time the creation of reserve funds for non-recurring or unanticipated expenditures, and funds for marketing and recruitment.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that the Board approve the *General Operating Guidelines*. Mr. Hoseus seconded the motion.

VOTE: The motion passed unanimously.

Employee Compensation Guidelines

As specified in the *Employee Compensation Guidelines*, employees in the Technical College Branch would receive an across-the-board increase in compensation, as this is the understanding that the Branch operated under this year. A merit system will be implemented in that branch for next year.

As outlined in the *Compensation Guidelines*, the Community College Branch increase in compensation will be based on a combination of merit and cost of living. This is the basis on which that Branch has been operating this year as the Branch's merit system is still in place. Dr. McCall assured the Finance Committee that he would review the community college presidents' recommendations for increases to ensure consistency across the Branch.

The Office of the President does not have a merit system in place, and across-the-board increases will be used as included in the *Guidelines*. A merit system will be in place for next year.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that the Board approve the *Employee Compensation Guidelines*. Ms. Read seconded the motion.

Dr. McCall reported that the budget for 1999-2000 would be both progressive and lean, and that this is a challenge. The goal of the central office is to maximize the funds that go to the colleges and minimize expenditures in the central office by assessing functions, eliminating duplication, and avoiding expansion. About 14 vacant positions will not be filled this year in the central office in an effort to minimize expenditures. Also, he said that the *Compensation Guidelines* were developed to recognize and reward employees for their hard work and dedication during this past year.

Ms. Fiorella said that she would like to reiterate how critical it is that the increase in the Community College Branch be shared as equitably as possible. She would like to see a high percentage of the salary-increase pool used for an across-the-board increase in the Community College Branch.

Dr. Hanel said that he appreciated the work done by the Finance Committee and staff. Everyone has worked very hard to bring two very different branches together. He said that last year, a similar discussion was held when the Technical College Branch received an across-the-board increase, and we are now in our second year as a System. He suggested that minimizing the increase based on merit in the Community College Branch would improve the situation in that Branch.

A member of the audience, Scott LeCates, asked to speak on classification, position structure, and career ladders. Chair Johnson explained that the agenda item before the Board was *Employee Compensation Guidelines*, and that this was not the appropriate time for other topics.

VOTE: The motion passed with seven members voting yes. Ms. Fiorella, Dr. Hanel, Mr. McCool, and Mr. Powell abstained.

(The Board's *Bylaws* specify that Board members representing faculty shall not vote on faculty compensation matters, and Board members representing non-teaching personnel/staff shall not vote on non-teaching personnel/staff compensation matters.)

*Out-of-State
Tuition Waiver*

RECOMMENDATION: That the Board adopt the Out-of-State Tuition Waiver Policy.

The proposed policy enables the President to authorize the colleges to waive tuition and fees for out-of-state students. This would enable out-of-state students to take courses at in-state tuition and fee rates. The colleges are responsible for identifying the out-of-state counties to be served, identifying a compelling need for the waiver, and ensuring fiscal restraint and accountability.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

VOTE: The motion passed unanimously.

*Quarterly
Financial Report*

The report to the Finance Committee reflects the financial condition of the System at the end of the third quarter of the fiscal year. It appears that the System will meet 100 percent of its revenue goal by June 30, the end of the fiscal year, and that the System will stay within its budgeted expenditures. It was noted that instruction expenditure is down due to a lower enrollment, fewer course offerings, and fewer part-time instructors.

*Administrative
Systems &
Information
Systems*

Mr. Bean expressed the Board's appreciation to Ronald L. Moore for his vision and leadership and for having served as Interim Vice President of Information Technology. Mr. Bean also expressed the Board's appreciation to the University of Louisville and President Shumaker for allowing Dr. Moore, Vice President of Information Technology at the University of Louisville, to assist KCTCS.

Dr. Moore presented an update on the implementation project at the Finance Committee meeting, but he could not attend the Board meeting. In his absence Jon Hesseldenz presented a brief update to the Board. In summary, he reported that the three-year project being built from the ground up is exactly on time and on budget, with two more years of development remaining as of July 1999. The objectives of the implementation are to create a seamless, student-centered system; to provide a catalyst for change; to invent policies and procedures; to integrate essential services; to implement

best practices; and to position KCTCS for the Commonwealth Virtual University and the Commonwealth Virtual Library. These objectives will assist KCTCS in the fulfillment of the House Bill 1 goals.

Dr. Hesseldenz pointed out that compared to the University of Kentucky and the University of Louisville, KCTCS is critically understaffed for the complex project and that this is the highest risk factor. He commended the hundreds of staff members involved in the project, crediting them for the many significant accomplishments to date.

Dr. Hesseldenz thanked the Board and Dr. McCall for their support of the project. He said that the project would pay off handsomely for the System in the years to come.

*Independent
Financial
Management*

RECOMMENDATION: That the Board authorize the President to file the necessary *Administrative Regulations* with the Legislative Research Commission in order for the Board of Regents to assume independent financial management of the Kentucky Community and Technical College System for the acquisition of funds, accounting, purchasing, and affiliated corporations as authorized by KRS 164A.550-164A.630, effective July 1, 1999.

RECOMMENDATION: Pending approval of the *KCTCS Regulations*, that the Board of Regents delegate responsibility for the financial management provisions of KRS 164A.560, 164A.565, 164A.575, and 164A.620 to the President.

RECOMMENDATION: Pending approval of the *KCTCS Regulations*, that the Board of Regents delegate to the President the responsibility for submitting to the State Property and Buildings Commission requests for approval of any bond project approved by the Board of Regents.

Mr. Bean explained that this action would allow KCTCS to separate from the University of Kentucky's and state government's accounting systems, purchasing systems, banking operations, and treasury operations.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that the recommendations be approved. Mr. Hoseus seconded the motion.

VOTE: The motion passed unanimously.

*Designation of
Depository Banks*

Mr. Bean explained that as KCTCS assumes independent financial management status, a system of banking is needed. Through a bidding process and review of four banks, Fifth Third Bank has been selected.

MOTION: On behalf of the Finance Committee, Mr. Bean moved that Fifth Third Bank be approved as the designated KCTCS central depository bank and that all individual colleges be directed to maintain a local depository

relationship all in accordance with KRS 164A.560. Ms. Read seconded the motion.

Mr. Bean explained that banks are in a great deal of flux in the individual communities and that specifying the financial institutions to provide local bank services for the colleges is micro management. The Board should simply require the colleges to act within the guidelines provided by statute.

VOTE: The motion passed unanimously.

*Delegation of
Authority to
Officers to
Perform
Financial
Transactions*

Mr. Bean explained that action is needed to name the officers that can sign and enter into financial transactions with the designated bank.

On behalf of the Finance Committee, Mr. Bean moved that the Board approve a resolution delegating authority to designated KCTCS officers (President; Treasurer, Vice President of Finance; and Assistant Treasurer) to perform all necessary financial transactions for KCTCS in compliance with KRS 164A.560. Ms. Read seconded the motion.

VOTE: The motion passed unanimously.

(A copy of the Resolution Authorizing the KCTCS Officers to Perform Necessary Financial Transactions appears on Page 20.)

*PRESIDENT'S
REPORT*

Dr. McCall distributed copies of the *KCTCS Affirmative Action Plan DRAFT*. He said that his Cabinet and the college directors and presidents have reviewed the plan and provided their input. A copy was submitted to the Department of Labor, Office of Federal Contract Compliance, for review and input. Dr. McCall introduced Debbie Scott and asked her to explain the development of the *Plan*.

Ms. Scott said that the development involved taking a snapshot of the KCTCS workforce on October 1, 1998, conducting an in-depth analysis, identifying problem areas, and establishing goals and objectives. The various components analyzed included the workforce, job groups, availability of applicants, and the utilization compared to the availability. Based on the analysis, problem areas were identified, and specific goals defined. The goals included in the *Plan* are specific to each main campus and college, as well as the central office. Strategies for meeting the goals include the standardization of required advertising, Internet advertising of positions, networking, electronic services and job banks, and close administrative review prior to filling positions. The implementation of PeopleSoft will greatly improve the availability and integrity of data, as well as provide automated reports for analysis and follow-up.

In summary, Ms. Scott called the draft *Plan* a very positive “first step” for KCTCS. She emphasized that the goal of KCTCS is full utilization, i.e.,

having the same representation in each job group as the calculated availability of women and minorities, including African Americans in the area where each facility can be reasonably expected to recruit.

Dr. McCall shared that he has named a committee comprised of presidents, directors, college and central office staff to advise him on diversity and equal opportunity issues pertaining to the recruitment, development, and retention of faculty and staff. Ms. Read commented that the *Plan* and the report are encouraging to her.

Dr. McCall distributed a report to the Board that highlighted progress on Project A.S.K., economic development initiatives, changes in college leadership, dedication of facilities, commencements, six-year capital plan, and the relocation of the central office. He said that he is encouraged by the reception he is receiving as he visits the colleges and meets with employee groups to learn about successes, concerns, and trends. Also, he said he is encouraged through his meetings with the members of legislative leadership as they are very positive and supportive of KCTCS, and they anticipate a successful System.

(A copy of Dr. McCall's report as distributed appears on Pages 21-25.)

CHAIR'S REPORT Chair Johnson reported that KCTCS was well represented at the Workforce Development Summit on April 14-15 in Louisville and that many positive comments were made about the System being the postsecondary education institution to provide workforce training. Dr. Dvorak, President of Ashland Community College, attended the Summit and spoke on Information Technology.

RESOLUTION ON CONSOLIDATION OF SERVICES As requested earlier in the meeting, Mr. Armstrong presented a draft resolution pertaining to the consolidation of services for the Board's consideration.

Following the reading of the proposed resolution by Chair Johnson, Mr. Bean moved that the Board adopt the *Resolution on the Consolidation of Services*. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

(A copy of the Resolution on the Consolidation of Services appears on Page 26.)

NEXT MEETING June 17-18, 1999, Central Kentucky Technical College--Anderson County, Lawrenceburg, Kentucky.

EXECUTIVE SESSION MOTION: Mr. Bean moved that the Board go into Executive Session pursuant to KRS 61.810 (1) (c). Ms. Read seconded the motion.

VOTE: The motion passed unanimously, and the Board went into Executive Session at 12:50 p.m.

OPEN SESSION

The Board reconvened in open session at 1:20 p.m.

MOTION: Mr. Bean moved that the Board of Regents authorize the law firm of Deters, Benzinger & LaVelle to file a lawsuit for the Board of Regents on behalf of Henderson Community College against J. L. Poole Construction, Inc., and the Williams Construction & Masonry Contractor, Inc., and any other parties necessary to recover damages incurred as a result of faulty construction of the Auditorium/Fine Arts Building at Henderson Community College. Dr. Hanel seconded the motion.

VOTE: The motion passed unanimously.

ADJOURNMENT

MOTION: Mr. Powell moved that the meeting adjourn. Mr. Hoseus seconded the motion.

VOTE: The motion passed unanimously, and the meeting adjourned at 1:25 p.m.

Date Approved By
Board of Regents

Martha C. Johnson, Chair
KCTCS Board of Regents

Cynthia L. Read, Secretary
KCTCS Board of Regents

Michael B. McCall
KCTCS President